

California Department of Corrections Internal Hiring Freeze Exemption Request

Hiring Institution/Headquarter Division:	Classification - Position#:
Hiring Location/Unit:	Proposed Appointee:
Hiring Supervisor/Phone Number:	Request Effective Date:
Justification: (Briefly discuss critical need, other alternatives considered and why existing personnel cannot be used.)	
<div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> APPROVALS (Check All that Apply) <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <div style="text-align: center;"> <input type="checkbox"/> Existing CDC Employee <input type="checkbox"/> New Hire/Permissive Reinstatement </div> <div style="text-align: center;"> <input type="checkbox"/> Existing State Employee <input type="checkbox"/> SROA/Surplus Employee </div> </div> </div> <div style="width: 35%; text-align: right;"> <div style="border-bottom: 1px solid black; margin-bottom: 10px; width: 100%;"></div> Date </div> </div> <div style="margin-top: 20px;"> Recommendation: <div style="display: flex; justify-content: space-around; margin-left: 20px;"> <input type="checkbox"/> Approve <input type="checkbox"/> Deny (Explanation) </div> <div style="border-bottom: 1px solid black; height: 20px; margin-top: 10px;"></div> <div style="border-bottom: 1px solid black; height: 20px; margin-top: 10px;"></div> </div> <div style="margin-top: 20px; display: flex; justify-content: space-between;"> <div style="width: 40%;"> <div style="border-bottom: 1px solid black; margin-bottom: 10px; width: 100%;"></div> Deputy Director </div> <div style="width: 20%; text-align: center;"> <input type="checkbox"/> Approved </div> <div style="width: 20%; text-align: center;"> <input type="checkbox"/> Denied </div> <div style="width: 20%; text-align: right;"> <div style="border-bottom: 1px solid black; margin-bottom: 10px; width: 100%;"></div> Date </div> </div> <div style="margin-top: 20px; display: flex; justify-content: space-between;"> <div style="width: 40%;"> <div style="border-bottom: 1px solid black; margin-bottom: 10px; width: 100%;"></div> Chief Deputy Director </div> <div style="width: 20%; text-align: center;"> <input type="checkbox"/> Approved </div> <div style="width: 20%; text-align: center;"> <input type="checkbox"/> Denied </div> <div style="width: 20%; text-align: right;"> <div style="border-bottom: 1px solid black; margin-bottom: 10px; width: 100%;"></div> Date </div> </div>	